

Forest Hill Improvement Initiative

A Partnership for Building a Better Community

[suggested name and tag line – for discussion]

WORK PLAN

SECOND DRAFT– as of August 25, 2006

The Forest Hills Improvement Initiative is a community based approach to improving and growing the Forest Hills Station area and planning for the sale and development of several MBTA owned parcels.

The City of Boston will work in partnership with the MBTA, the Forest Hills Task Force and area residents, businesses, institutions, and organizations throughout the process.

Principals of the Forest Hill Improvement Initiative

- Community based planning
- Working partnership between the City, MBTA and the Forest Hills area community
- Results oriented process with specific outcomes

Goals & Outcomes

- A *Community Vision* for the Forest Hills Station area that guides and promotes “the right” residential and business growth.
- A *Transportation Action Plan* for the Forest Hills Station area that promotes the overall community vision, including a scope of work for a comprehensive transportation study, and listing of near term action items.
- For all study parcels in the district - craft site specific *Development Scenarios & Guidelines* that advance the Community Vision.
- For MBTA parcels in the district - craft site specific *Use & Design Guidelines*, including transportation improvement and analysis requirements, for inclusion in the MBTA’s Request for Proposals.

Working Group

Members of the local community [including area residents, businesses, and community organizations], MBTA representatives, and City of Boston staff will meet to craft a series of Community Meetings including the structure, schedule, communications, logistics, and outreach, and to provide guidance and feedback throughout the planning process.

Community Meetings

- A series of *large community working meetings will be held on a monthly basis*, as determined. The meetings will be interactive in nature and employ a mix of presentations, analysis, breakout groups and discussion summations. Each meeting will

be structured to build upon the work, outcomes, and recommendations of the prior Community Meeting and to meet the Goals and Outcomes of the initiative.

- Community Meetings will be *2 1/2 to 4 hours in duration*, local to the Forest Hills area, and with food and beverage provided.
- Community Meeting participants will include members of the local community [including area residents, businesses, and community organizations], area stake holders and potential RFP respondents, MBTA and DCR representatives, and City of Boston staff.

Preliminary Schedule

- *Early August* – begin Working Group meetings to prepare for Community Meeting series.
- *Late September / Early October* – Begin monthly Community Meeting series, each with a follow up Working Group meeting.
- *Late January* – final Community Meeting with consensus on Community Vision, Transportation Action Plan including study scope and early action items, Development Scenarios & Guidelines, and MBTA Parcel Use & Design Guidelines.
- *Late January / Early February* – finalize site specific Use & Design Guidelines including transportation requirements, for MBTA Request for Proposals.
- *Late January / Early February* – Issue RFP for Comprehensive Transportation Study

Outline of Community Meeting

Community Meeting - 1

- Introduction, overview of planning process, and key deliverables
 - *Community Vision, Transportation Action Plan, Development Scenarios & Guidelines, and Use & Design Guidelines*
- Existing Conditions Analysis including Community Character, Use & Design, Transportation & Infra-structure
- Breakout Work Session [small groups in focused discussions]
 - *Community Vision* for Forest Hills
 - Identify Area Issues and Opportunities
 - Identify focus areas and sites including MBTA parcels
- Group Reporting and Summary

Community Meeting - 2

- Introduction, overview brief and report on CM- 1
- Best Practices
 - Successful character, building, transportation and infra-structure examples
- Breakout Work Session
 - *Community Vision* review and refine statement
 - Site specific *Use & Design* ideas
 - *Transportation & Infra-structure* improvement ideas
- Group Reporting and Summary

Community Meeting - 3

- Introduction, overview brief, and report on CM- 2
- *Transportation & Infra-structure Improvements* preliminary recommendations
- *Development Scenarios and Use & Design Guidelines* site specific preliminary recommendations
- Breakout Work Session
 - *Development Scenarios and Use & Design Guidelines* – review site specific recommendations and illustrations include transportation requirements
 - *Transportation & Infra-structure Improvements* – review preliminary recommendations and scope of work
- Group Reporting and Summary

Community Meeting - 4

- Introduction, overview brief, and report on CM- 3
- *Community Vision*
 - Character, Open Space, Transportation & Infra-structure, and Use & Design
- *Transportation & Infra-structure Improvement* recommendations
 - Comprehensive Study scope of work
 - Near term action items
- *Development Scenarios and Use & Design Guidelines* - site specific recommendations
 - Development Scenarios and illustrations
 - Outline Use & Design Guidelines
- Review recommendations
- Discussion Summary

If you have any questions or would like to be added to our contact list, please contact either:
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